APPENDIX B.3

REGIONAL FIRE DEFENSE PLANS

The State Fire Defense Committee will review and approve all Regional Fire Defense Plans every three years per the rotation schedule shown below. At the September meeting of the State Fire Defense Committee, the three regions scheduled for plan review will submit a copy of their respective plan along with a completed copy of the Regional Fire Defense Plan Review Checklist (see Appendix B.3b).

Representatives of the State Fire Defense Committee, to include a Regional Fire Resource Coordinator, EMD, and WSP, will review the submitted plans in accordance with the Regional Fire Defense Plan Review Checklist. This review committee will present the reviewed plan for approval at the November meeting of the State Fire Defense Committee. The Chair of the State Fire Defense Committee will submit the approved Regional Fire Defense Plans to the Fire Protection Policy Board for final approval per RCW 38.54.040.

A copy of each approved Regional Fire Defense Plan shall be provided to the Emergency Management Division for accessibility by state agency staff in the State EOC.

Regional Fire Defense Plan Review
Rotation Schedule

Central Region	2002
Lower Columbia Region	2002
Mid Columbia	2002
Northeast Region	2003
Northwest Region	2003
Olympic Region	2003
South Puget Sound Region	2004
Southeast Region	2004
Southwest Region	2004

Repeat order starting in 2005.

APPENDIX B.3a

REGIONAL FIRE DEFENSE PLAN CONTENT

Regional Fire Defense Plans should contain the following provisions:

I.   Administrative Provisions
- A.   Date of Adoption by the Regional Fire Defense Board
- B.   Table of Contents
- C.   Plan Purpose Statement
- D.   Definition of Terms
- E.   Regional Fire Defense Board Roster
- F.   Description of Existing Mutual Aid Networks
- G.   Relationship of Regional Plan to Local Plans
- H.   Regional Agencies Participating and Available Resource Lists
- I.   Criteria for Determination of When Mutual Aid is Expended

II.   Operational Provisions
- A.   Concept of Operations
- B.   Map of Region
- C.   Designation of Regional Fire Resource Coordinator and an Alternate with 24-hour Contact Points
- D.   Description of Local and Regional Support Functions
- E.   Reference to other Pertinent Documents, including Standard Operating Guidelines
- F.   Designation of Potential Primary and Secondary Staging Areas, Mobilization Points (for departure assembly) and Resource Bases (fuel, food)
- G.   Communications System

III. Plan Maintenance, Training, and Testing
- A.   Description of Training Program
- B.   Plan Testing Method
- C.   Description of Communication Needs and Training
- D.   Regional Plan Review and Revision Process

APPENDIX B.3b

REGIONAL FIRE DEFENSE PLAN REVIEW CHECKLIST

_____ **Region**

(The Regional Fire Resource Coordinator is to complete and provide this checklist when submitting Regional Fire Defense Plan for review by the State Fire Defense Committee.)

Administrative Provisions	Page(s)
Date of Adoption by Regional Fire Defense Board	
Table of Contents	
Plan Purpose Statement	
Definition of Terms	
Regional Fire Defense Board Roster (names and addresses)	
Description of Existing Mutual Aid Networks	
Relationship of Regional Plan to Local Plans	
Regional Agencies Participating and Available Resource Lists	
Criteria for Determination of When Mutual Aid is Expended	
Operational Provisions	
Concept of Operations: Description of Activation of Regional Plan	
Map of Region	
Designation of Regional Coordinator and Alternate with 24-hour Contact Points	
Description of Local and Regional Support Functions	
Reference to Other Pertinent Documents (e.g., Operating Guidelines)	
Potential Staging Areas, Mobilization Points, and Resource Bases	
Communications System	
Plan Maintenance, Training, and Testing	
Description of Training Program	
Plan Testing Method	
Description of Communications Needs and Training	
Regional Plan Review and Revision Process	

Comments:

Submitted by: _____   Phone Number: _____

Date: _____